



Pullman Parks & Recreation, Cemetery Committee

Agenda: February 8, 2017, 9:00 AM

Barley Room, Pioneer Center

___Chipman ___Chaplin ___Lincoln

___Day ___Warnock

1. Call to Order
 - a. Adoption of Agenda
 - b. Adoption of Minutes
2. Report
 - a. Alan
3. Announcements
 - a. Alan
4. Old Business
 - a. Memorial Plaza update
 - b.
5. New Business
 - a. None
6. Adjournment



Parks & Recreation, Cemetery Committee

MINUTES: September 14, 2016

Barley Room, Pioneer Center

John Chaplin called the meeting of the Pullman Cemetery Committee to order at 9:00 am, Pioneer Center, Barley Room. Members present were Terence Day, Carol Chipman, Keith Lincoln, and Robert Warnock. City of Pullman, Parks & Recreation employees Alan Davis, Park Manager, and Merlene Greenway, Administrative Assistant were present

AGENDA/MINUTES:

1. **MOTION:** Carol Chipman made a motion to adopt the agenda for the January 11, 2016 meeting, Keith Lincoln seconded. Passed unanimously.
2. **MOTION:** Keith Lincoln moved to adopt the minutes for the September 14, 2016, October 12, 2016, and November 9, 2016 meetings, Carol Chipman, seconded. Passed unanimously.

REPORTS:

1. Alan reported that he has talked with Lee Druffel about the corner piece of property and the design for the Veterans Memorial. Lee expressed the desire for the Kiosk to be moved to the same side of the road as the memorial plaza, keeping the farming side clear of buildings. Talks are continuing with the family to donate the property to the City of Pullman. Alan also discussed the option of acre-for-acre exchange with current city cemetery property. The City would ask with first rights of refusal, if at a future date the exchanged property should ever be sold. Another option for the city would be to buy the property outright.

OLD BUSINESS:

1. **MOTION:** Carol Chipman moved that the Cemetery Committee ask for the Kiosk to be moved to the side of the memorial plaza, Keith Lincoln seconded. Passed unanimously.
2. Discussion was held regarding the fundraising for the Cemetery fencing. The fencing is planned for three side of the Cemetery, but with the possible fundraising for the Veterans Memorial Plaza it was felt by the committee members that it would be best to combine the fundraising efforts and complete all of the work at the same time. Fundraising efforts will be delayed until further notice.
3. Discussion was also held about the incorporation of a cemetery app/computer screen to assist in searching for a deceased name, birthday, date of death, date of interment, and grave location search to be included in the kiosk when the memorial plaza is completed.

NEW BUSINESS:

1. None

ADJOURN:

1. Motion to adjourn. Moved and seconded. Passed unanimously.

John Chaplin, Chairperson

Alan Davis, Parks Superintendent